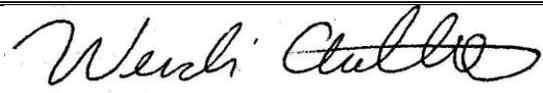


NH Department of Health and Human Services (DHHS)  
Division of Long Term Supports and Services  
Bureau of Elderly and Adult Services (BEAS)

105 Pleasant St.  
Concord, NH 03301

| STATE OF NEW HAMPSHIRE<br>BEAS GENERAL MEMORANDUM (GM) |  |
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| <b>DATE:</b>   | July 27, 2021  |
| <b>TO:</b>   | Nancy Rollins, Interim Director, Division of Long Term Supports and Services; All BEAS Staff; Keystone Peer Review Organization, Inc. (KEPRO) Staff, Choices for Independence Independent Case Managers and CFI Providers  |
| <b>FROM:</b>   | Wendi Aultman, Bureau Chief, Elderly and Adult Services  |
| <b>SIGNATURE:</b>                                      |   |
| <b>SUBJECT:</b>  | COVID-19 Emergency Guidance for Medical Eligibility Assessment (MEA) for Choices For Independence (CFI) Eligibility  |
| <b>GM NUMBER:</b>                                      | 21-32 GM   |
| <b>EFFECTIVE DATE:</b>                                 | August 1, 2021 <u>for newly scheduled assessments</u>  |
| <b>REGULATORY GUIDANCE:</b>                            | This memo is a communication tool circulated for informational purposes only. The goal is to provide information and guidance to the individuals to whom it is addressed. The contents of this memo and the information conveyed are subject to change. This communication is not intended to take the place of or alter written law, regulations or rule. |

| MEMORANDUM SUMMARY   |
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| <p>The purpose of this memorandum is to:</p> <ul style="list-style-type: none"> <li>• Provide statewide guidance to Keystone Peer Review Organization, Inc. (KEPRO) relative conducting Medical Eligibility Assessments (MEA)s, in light of the COVID-19 Emergency.</li> </ul> |

On May 8, 2021, Governor Sununu issued the COVID-19 [Universal Best Practices](#), which replaced the Universal Business Guidelines created under Emergency Order 52. As such, this guidance supersedes Medical Eligibility Assessment (MEA) guidance provided in GM 20-07 released March 20, 2020. GM 20-07 can be accessed at <https://www.dhhs.nh.gov/dcbcs/bds/documents/emergency-cfi-waiver-guidance-2.pdf>.

The [Centers for Disease Control and Prevention](#) and New Hampshire's [COVID-19 website](#) continue to provide valuable information and resources pertaining to COVID-19.

As a reminder, the Department of Health and Human Services continues to strongly recommend the use of face coverings in common areas of buildings, as well as the additional protective measures that can help slow the spread of illness, including:

- Self-monitoring for [symptoms of COVID-19](#), and staying home when you are sick
- Maintaining social distance

- Practicing good [hand hygiene](#)
- Cleaning of high-touch areas
- Vaccination
  - Vaccinated people are no longer required to wear a mask (unless required under local ordinance), but DHHS recommends it. Agencies should develop their policy and procedures regarding this based on best practices and their tolerance for risk.

### **Medical Eligibility Assessment (MEA)**

Effective August 1, 2021, flexibilities to the requirement for face-to-face MEAs required by 801.04(a)(1)a. are over, unless one of the following exceptions applies.

Beginning August 1 2021, the requirements of He-E 801.04(a)(1)a. are in effect for newly scheduled assessments unless any of the following scenarios occur:

1. A CFI applicant, a member of a applicant's immediate household, or the KEPRO staff identifies as having or possibly having COVID-19 a result of active screening as recommended in the COVID-19 [Universal Best Practices](#);
2. The CFI applicant requests to forgo the face to face assessment; **or**
3. The CFI applicant resides at a location that makes social/physical distancing, as recommended in the COVID-19 [Universal Best Practices](#), impossible.

The KEPRO staff must document in their reporting tool when any of the above scenarios occur. Under the authority of the Appendix K approved by CMS, a telehealth assessment will be allowed instead of face to face assessment when any of the above scenarios occur.

For telehealth assessments administered under one of the above exceptions:

- The assessment may be performed telephonically or through videoconferencing;
- Completion of any component requiring face-to-face communication, such as the clock drawing test in Section C, is waived;
- Consent for participation in CFI services and preference of case management agency may be obtained via the remote assessment process; and
  - Mailing the Combined Consent to the participant for return to NH DHHS;
  - Annotating the MEA with the choice of Case Management in the case narrative on the MEA in the Summary/Additional Information section.
- BEAS 3740 *Combined Consents for CFI* and BEAS 3741 *Authorization for Release of Protected Health Information* must be mailed to applicants to sign and returned to BEAS. Both forms are available via [nheasy.nh.gov/#/forms](https://nheasy.nh.gov/#/forms) and searching for the applicable form number or name.

### **Application to Newly Scheduled Assessments**

For MEA appointments scheduled prior to August 1, 2021, even if the assessment occurs after August 1, telehealth assessments will be allowed instead of face to face contact under the authority of Appendix K approved by CMS, regardless of whether any of the scenarios occurred. For example if on July 30, KEPRO schedules an MEA to occur on August 15, because the appointment was scheduled prior to August 1, the assessment may be conducted via telehealth regardless of whether on the above three exceptions applies.

This general memo will be available at <https://www.dhhs.nh.gov/dcbcs/covid-guidance.htm>